



## TOWN OF GROTON

173 Main Street  
Groton, MA 01450

## SUSTAINABLE BUDGET STUDY COMMITTEE

Kevin Forsmo, Chairman	
Mark Haddad	Patricia DuFresne
Jack Petropoulos	Kevin Brogan
Bud Robertson	Alison Manugian
Art Prest	Patricia DuFresne
Michael Hartnett	

### MEETING MINUTES

Date: Thursday, October 13, 2016  
Time: 7:00 AM  
Location: 1<sup>st</sup> Floor Meeting Room, Town Hall  
Members Present: Mark Haddad, Kevin Forsmo, Kevin Brogan, Bud Robertson, Art Prest, Patricia DuFresne, Michael Hartnett, Alison Manugian  
Absent Members: Jack Petropoulos  
Others Present: Robin Eibye, Ellen Baxendale (Resident)

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Chairman, Kevin Forsmo called the meeting to order at 7:08 a.m., and provided an update to the Committee.

### REVIEW FINAL REPORT

Alison Manugian said the School Committee rejected the RFP proposal because they felt that one entity did not have the ability to review all of the pieces. It was then decided that the RFP will be reissued into four separate sections: Special Education, Regular Education, Operations, and Budgeting Process Practices. A discussion ensued.

Bud Robertson said the GDRSD Sustainability Budget Committee's first meeting is next week, and Kevin Forsmo will probably be asked to attend their second meeting.

Mark Haddad provided Committee members with the Comparable Towns Budget Analysis handout. The Committee reviewed the handout and a discussion ensued. Mr. Haddad said the Towns included were chosen by a Committee that looked at numerous criteria, some of which included population, residential vs. commercial property, and budget.

Mark Haddad said RFPs for the Operational Budget are due today, and he expects to receive a total of six RFPs.

Kevin Brogan provided the Committee with copies of a letter written to Thomas Gibson, Chairman of the Middlesex County Retirement System for review. The Committee provided positive feedback and agreed the letter should be presented to the Board of Selectmen for their review and possible endorsement.

**Mark Haddad moved to provide the Board of Selectmen with the letter written to Thomas Gibson, Chairman Middlesex County Retirement System, and ask that they adopt the letter as their own and send it to Chairman, Thomas Gibson. Bud Robertson seconded and the motion carried 8:0. (Jack Petropoulos, absent)**

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Mark Haddad asked the Committee when they should present the report to employees. The Committee agreed to present the preliminary report to Town employees so that feedback could be included in the final report to the Board of Selectmen.

It was agreed that the Committee's next steps should include Kevin Forsmo presenting the SBC's findings to the school district, providing the preliminary report to Town employees on Thursday, October 27, 2016, and holding a public hearing to share the preliminary report with Town residents.

## **MINUTES**

Draft minutes from Thursday, October 6, 2016, were reviewed.

**Mark Haddad moved to accept the October 6, 2016, minutes as written. Mr. Robertson seconded and the motion carried 8:0. (Jack Petropoulos, absent)**

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**The meeting adjourned at 8:00 a.m.**

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Respectfully submitted by Robin Eibye, Executive Assistant

**APPROVED: OCTOBER 20, 2016**

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APPROVED